

HIGHLANDS RECREATION DISTRICT BOARD MEETING
Tuesday, February 11, 2014

Attendants:

BOARD-

Pam Merkadeau (PM)
Jim Sell (JS)
Michelle McNeil (MM)
Johanna Anton (JA)

Absent: Hal Carroll (HC)

STAFF-

Brigitte Shearer (BS)
Mike Koenig (BZ)
Rebecca Hitchcock (RH)

CALL TO ORDER

The meeting was called to order at 7:04 pm by Board Member MM

REVIEW AND APPROVAL OF THE MINUTES

The minutes of the September 10, 2013 Regular Board Meeting were not reviewed due to lack of eligible quorum. Board Member JS made a motion to approve the minutes of the January 14, 2014 Regular Board Meeting (JA second), and the motion passed unanimously (HC absent).

INTRODUCTION OF GUESTS

Bob Gutierrez
Rick Priola
Liesje Nicholas

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

Liesje Nicholas – Some elementary school teachers expressed disappointment at being on the waitlist for the ASP program. Discussion: Higher school enrollment has caused the ASP program to fill very quickly again this year.

Rick Priola – The community has some questions about the Home Tour happening in May. Discussion: BSS will be speaking to Tour organizers shortly.

Bob Gutierrez – Concerns regarding the double parking of field trip busses during Summer Camp. Discussion: BSS will further investigate options.

MANAGER'S REPORT

A. Programming –

- a. ASP – In Crowd revenue has increased by 64% over last year due to increased enrollment. Winter Camp met its budget goal. New staff has been hired. Registrations for next year's ASP are underway.
- b. EEC – Registration is underway for fall. Chameleons program is full, but Monkeys and Tigers have limited spots available. RH will be contacting waitlist families.
- c. Seasonal – The Activity Guide will be out by 2/26. Spring and summer registration will begin March 3rd for Residents, March 10 for Non-Residents. There will be a Health Fair for the community on May 10.
- d. Pool – CERT class has 18 participants. The pool is fully staffed and has many applications for spring and summer guard positions. Income is slightly lower due to fewer private swim classes and rentals (e.g., scuba), but group lessons are up.

B. Facilities & Grounds – The CCC clearing is underway and is very effective. The crews will be returning on 2/24. We are gathering signatures from residents regarding the drop off lane permit submitted to the county. The Home Tour will be May 3 and 4. BSS is meeting with L. Siguenza next week to discuss.

C. Administration – Elections have been postponed until the March meeting.

COMMITTEE REPORTS

- a. Finance Committee –none
- b. Personnel Committee – none
- c. Ad-Hoc Building Committee – none

FINANCIAL REPORT

The Rec. is 7 months into its fiscal year, or 58% into its budget year. The Board reviewed the financial report. We are already seeing savings from our new credit card processor and earnings from our CD investment. EEC revenues and expenses were compared to original business plan projections. Corrections have been made for higher staffing needs and higher enrollment numbers, and these are reflected in the budget. We have received \$1114 in Lehman settlement monies and an ERAF distribution of \$79420

UNFINISHED BUSINESS

A. ADA report discussion – Staff presented a timeline for addressing and implementing ADA recommendations and upgrades. Some changes will occur immediately, while others will be incorporated into larger capital improvements.

NEW BUSINESS

- A. LAFCo election – Board President MM will attend the March 4 LAFCo meeting to elect a new special district representative for the LAFCo commission.
- B. UPCOMING MEETINGS: MARCH 11, 2014, APRIL 8, 2014

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member PM's questions were answered. Board Member JS made a motion to pay the bills (JA second) and the motion passed unanimously. (HC absent)

ADJOURNMENT

Board Member JS made a motion to adjourn the meeting (JA second) and the motion was passed unanimously. (HC absent) The meeting was adjourned at 7:59 pm.

Respectfully submitted,

Brigitte Shearer
Board Secretary